

**Subject:** Re: Insurance Expiration Reminder

**From:** Rita Moreno <[rita.moreno@lacity.org](mailto:rita.moreno@lacity.org)>

**Date:** 02/03/2017 12:51 PM

**To:** Misty Iwatsu <[mistyli@aol.com](mailto:mistyli@aol.com)>

**CC:** Maximo Fortu <[maximo.fortu@lacity.org](mailto:maximo.fortu@lacity.org)>, Edwin Hartoonian <[edwin.hartoonian@lacity.org](mailto:edwin.hartoonian@lacity.org)>

Hi Misty,

I Have been assigned as your new BID Analyst. It looks like the Workers' Comp waiver is expiring next month, as well as the Directors and Officers liability insurance. Attached is the request for waiver form. Please review, sign and date, and send back to me at your earliest convenience.

Thank you.

Rita

On Fri, Feb 3, 2017 at 9:49 AM, Edwin Hartoonian <[edwin.hartoonian@lacity.org](mailto:edwin.hartoonian@lacity.org)> wrote:

Good morning,

Please see attached, the insurance expiration reminder for Lincoln Heights Business Improvement District.

Thank You,

Edwin Hartoonian

Accounting Intern

--

Rita Moreno  
City of Los Angeles  
Office of the City Clerk  
Neighborhood and Business Improvement District Division  
200 N. Spring Street, 2nd Floor #237  
Los Angeles, CA 90012  
Office [\(213\) 978-1122](tel:(213)978-1122)  
Fax [\(213\) 978-1130](tel:(213)978-1130)

—Attachments:—————

2017 WC Waiver Request.pdf

326 KB